

# Alcohol Shipment Requirements

## FACTS

1. Personally procured transportation and Government arranged transportation of alcoholic beverage is authorized when the member provides the required documentation to the Installation Transportation Office at the **time of counseling**.
2. Government transportation takes approximately 60 days during which time the alcohol is exposed to seasonal temperatures while stored in a warehouse and transported on a ship. If the wine requires temperature control there is no guarantee that the quality of the wine will meet expectations upon arrival at destination.
3. It is the member's responsibility to obtain the complete and accurate documentation.
4. Carbonated (i.e., Beer, Champaign, and Prosecco) and other sparkling beverages are prohibited.
5. Alcohol list must be present at the time of counseling.
6. Permits must be paid or proof of state exception at the time of counseling.
7. Evidence of taxes paid must be at the time of counseling.
8. SM has option to Personally Procure Movement of the wine shipment and be reimbursed at the government rate.
9. Personally Procured Shipment of alcohol is specially packaged and shipped via air in temperature controlled setting. Quality of wine is guaranteed at destination.

## REQUIRED DOCUMENTATION

*NOTE: ALL DUTY, TAXES, AND PERMIT FEES, ARE THE SM'S RESPONSIBILITY.*

1. Wine List AND
2. A paid invoice for the final destination federal taxes<sup>1</sup> AND
3. A copy of the final destination state permit<sup>2</sup> OR
4. A paid invoice for the final destination state taxes<sup>3</sup> OR
5. A letter of exemption from the final destination state Alcohol Beverage Control<sup>3</sup>

## GOVERNMENT ARRANGED

1. Bring completed required documentation to the Transportation Office to schedule Household Goods (HHG) Shipment.
2. If required documentation is not provided at time of counseling, the alcohol will not be permitted.
3. At such time the required documentation is made available, a second iHHG shipment may be scheduled if the weight is greater than 500 lbs; however excess charges, if applied, will be the SM responsibility (due to the second shipment).

## PERSONALLY PROCURED SHIPMENT

1. Request origin ITO to prepare PPM shipment.
2. Contact private company to arrange shipment of alcohol.
3. Provide documentation required.
4. Present paid shipment invoice from commercial carrier to destination Transportation Office to process PPM for reimbursement at Government Rate (normally ~1/3 of cost.)

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<sup>1</sup> <http://www.ttb.gov/forms/f500024.pdf>

<sup>2</sup> <http://www.ttb.gov/wine/state-ABC.shtml>

For more Info: [http://www.ttb.gov/importers/personal\\_importation.shtml](http://www.ttb.gov/importers/personal_importation.shtml)